

Michael Ralston

Director



IOWA DEPARTMENT OF REVENUE

www.state.ia.us/tax
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(toll-free, Iowa only)

IMPORTANT MESSAGE TO SEMI-MONTHLY FILERS OF IOWA WITHHOLDING TAX

Many semi-monthly filers are already using eFile & Pay, a new paperless method of filing Iowa business tax deposits and returns online or by touch-tone telephone. If you are not, we encourage you to learn more about eFile & Pay on our Web site at www.state.ia.us/tax.

As a semi-monthly filer, you are required to pay electronically. Three electronic payment options are available to you: ePay (ACH Debit) from within the eFile & Pay system, ACH Credit, and credit card. In addition to making electronic payments, deposit and return information must be reported on eFile & Pay.

eFile & Pay requirements for semi-monthly filers:

- A deposit/return must be submitted through eFile & Pay before you make a payment.
- Withholding semi-monthly filers complete six deposits with payment *and* a quarterly return.
- As a semi-monthly filer, your sixth payment for the quarter continues to be due 10 days after the end of the quarter. For example, for the period June 16-30, the due date is July 10 (this year, July 11, since the 10th is on a Sunday).
- All six withholding payments for a quarter need to be made before filing the withholding quarterly return. The withholding quarterly return is due at the end of the month following the quarter. For example, the June quarterly is due July 31 (this year, August 1, since the 31st is on a Sunday). You may make an additional payment with your quarterly return, if needed.

Advantages to using eFile & Pay

- Secure and confidential filing
- Mathematical calculations performed by the system
- Filing convenience (available 24/7)
- Instant filing and payment confirmation
- Access to filing and payment history
- Option to set up payments in advance

If you have questions regarding eFile & Pay, please call our eFile Service Unit at 515-281-8453 or toll free at 1-866-50-e-file (1-866-503-3453); Monday through Friday, 8 a.m. – 4:15 p.m. CT.